

General Guidelines for Officer PR Board Schedule

1. Purpose. Publish the PR Board Schedule to provide a single document to keep all stakeholders informed on upcoming board dates and to be able to make necessary changes to scheduled board dates when promulgated by changes in goal.

2. General Guidelines

a. Enclosure (4) lists the annual board schedule in chronological order from the beginning of the fiscal year to the end. Enclosure (5) lists the annual board schedule by community and date.

b. Boards are given a number based on community and date. Series are defined as:

100 - Active General Officer
200 - Reserve General Officer
300 - Medical, Dental, Nurse and Medical Service Corps
400 - Chaplain Corps

c. Applications for rolling boards will be accepted throughout the year. Boards will be held by the community once a minimum number of applications are received by the community. Board dates for these communities are not predetermined. CEC DCO Rolling Boards will occur bi-monthly if not more frequently. Communities with rolling boards are:

EDO Submarine Engineering Graduate Accessions
Cyber Warfare Engineering
Special Warfare (Reserve)
EOD DCO (Reserve)
EDO DCO (Reserve)
CEC DCO (Reserve)
AEDO/AMDO DCO (Reserve)
SSO DCO (Reserve)

d. Complete and accurate applications must be submitted to NAVCRUITCOM prior to 2359 local (relative to the submitting NAVCRUITDIST) of the established application due date. These application due dates are listed on the enclosed FY12 Board schedules. A "COMPLETED APPLICATION" is considered to be error free as determined by the NAVCRUITCOM processor with all required documents per program application checklists submitted to include any required waivers with the appropriate NAVCRUITCOM

or NAVCRUITDIST waiver paperwork. If an application is submitted to NAVCRUITCOM prior to the application due date and is returned to the NAVCRUITDIST for corrections and or additional information, those corrected documents must be submitted to NAVCRUITCOM by the established application due date or the application will not go to board.

e. Exception to Policy. Authority in adjusting the application due date or other specific requests will remain solely with the National Officer Programs Officer. All requests for exceptions to an established application due date will be presented by the NAVCRUITREG identifying the specific circumstances and the posture of the programs affected.

f. Fleet Applications. Fleet applications are due to NAVCRUITCOM (N315) by 2359 Central Time on the established application due date to provide adequate time for pre-board processing.